



**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

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J. TYLER McCAULEY  
AUDITOR-CONTROLLER

March 2, 2007

TO: Supervisor Zev Yaroslavsky, Chairman  
Supervisor Gloria Molina  
Supervisor Yvonne B. Burke  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley *TM*  
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – ZENITH YOUTH HOMES, INCORPORATED, SITES I, II AND III**

We have completed a review of Zenith Youth Homes Sites I, II and III (Group Home or Agency) operated by Zenith Youth Homes, Incorporated. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Zenith Youth Home Site I is a six-bed facility, which provides care for girls ages 12-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Zenith Youth Home Site I was providing services for six DCFS children.

Zenith Youth Homes Sites II and III are each six-bed facilities, which provide care for boys ages 12-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Zenith Youth Home Site II was providing services for six DCFS children. Zenith Youth Home Site III was providing services for five DCFS children.

Zenith Youth Homes are located in the Second District.

*"To Enrich Lives Through Effective and Caring Service"*

### **Scope of Review**

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection, and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency and to ensure adherence to the Foster Youth Bill of Rights.

### **Summary of Findings**

Generally, the Agency is providing the services as outlined in their Program Statement. The Agency needs to address several deficient areas.

All three Youth Homes need to include all members of the treatment team and input from the child in the development and implementation of the Needs and Services Plans, develop comprehensive Needs and Services Plans that include short and long-term goals, and provide children with the required minimum weekly allowance.

Zenith Youth Home Site I needs to repair the exterior window screens, clean the stove and oven, maintain current Needs and Services Plans, and encourage and assist children in creating and maintaining photo albums/life books.

Zenith Youth Home Site II needs to repair or replace window screens, repair or replace sofas and chairs in the living room and TV room, clean the bathroom, maintain current Needs and Services Plans, maintain current court authorizations and medication logs for children taking psychotropic medication.

Zenith Youth Home Site III needs to clean the kitchen cabinets and curtains, replace the cookware, clean the carpet in the dining area, replace the worn mattresses and box springs, maintain current court authorizations and medication logs for children taking psychotropic medication, and encourage and assist children in creating and maintaining photo albums/life books.

Attached is a detailed report of the review.

### **Review of Report**

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a

corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:bg  
[http://auditor.co.la.ca.us/group\\_home.asp](http://auditor.co.la.ca.us/group_home.asp)

#### Attachments

- c: David E. Janssen, Chief Administrative Officer  
Patricia S. Ploehn, Director, DCFS  
Robert B. Taylor, Acting Chief Probation Officer  
Ella Washington, Executive Director, Zenith Group Homes  
Public Information Office  
Audit Committee

**Zenith Youth Home  
Site I  
9231 5<sup>th</sup> Avenue  
Inglewood, California 90305  
Phone: (323) 779-9415  
License Number: 191600439  
Rate Classification Level: 11**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

Zenith Youth Home Site I is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped. However, exterior window screens are not properly attached to the windows.

Overall the interior of the Group Home is well maintained. The common quarters are neat. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the dining room carpet is stained and the stove top and oven are dirty.

Children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. Zenith Youth Home management:**

- a. Properly attach all window screens to the windows.**
- b. Clean the carpet in the dining room.**
- c. Clean the stove top and oven.**

## **II. Program Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

#### **Comments:**

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

Input from the child is included in the development and implementation of the Needs and Services Plans (NSPs). However, all members of the treatment team are not included in the development and implementation of the NSPs. The NSPs are not current, comprehensive, and do not include short- and long-term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

### **Recommendations**

#### **2. Zenith Youth Home management:**

- a. Include the placement worker as part of treatment team in the development and implementation of the Needs and Services Plans.**
- b. Maintain current Needs and Services Plans.**
- c. Develop comprehensive Needs and Services Plans that are specific, measurable, attainable, realistic, time limited and include short- and long-term goals.**

## **III. Educational and Emancipation Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

#### **Comments:**

Children are attending school. Children are provided with educational support and resources to meet their educational needs and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

### **Recommendations**

**There are no recommendations for this section.**

## **IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

### **Comments:**

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

### **Recommendation**

**There are no recommendations for this section.**

## **V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

### **Comments:**

According to the Agency's management, there are currently no children taking psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

### **Recommendation**

**There are no recommendations for this section.**

## **VI. Personal Rights**

**Method of assessment – Interviews with children**

**Sample size: Two****Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

**Recommendations**

**There are no recommendations for this section.**

**VII. Clothing and Allowance****Method of assessment – Review of relevant documents and interviews****Sample size: Two****Comments:**

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

Children spend their allowances as they choose. However, the Group Home does not provide children with the required minimum weekly allowance.

The Group Home provides children with adequate personal care items.

Children are not encouraged or assisted in creating and maintaining photo albums/life books.

### **Recommendations**

#### **3. Zenith Youth Home management:**

- a. Provide children with the required minimum weekly allowance.**
- b. Encourage and assist children in creating and maintaining photo albums/life books.**



**Zenith Youth Home  
Site II  
9812 10<sup>th</sup> Avenue  
Inglewood, California 90305  
Phone: (310) 673-6383  
License Number: 191601057  
Rate Classification Level: 11**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

Zenith Youth Home Site II is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped. However, the exterior window screens are broken and are not properly attached to the windows.

Overall the common quarters are neat. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the sofas and chairs in the living room and TV room are dirty and worn, and the toilet is dirty in the children's bathroom.

Children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. Zenith Youth Home management:**

- a. Repair or replace broken window screens and attach them properly to the windows.**
- b. Repair or replace the sofas and chairs in the living room and TV room.**
- c. Clean the children's bathroom.**

## **II. Program Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

Input from the child is included in the development and implementation of the Needs and Services Plans (NSPs). However, the NSPs are not developed or implemented by the treatment team. The NSPs are not current, comprehensive, and do not include short- and long-term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

### **Recommendations**

#### **2. Zenith Youth Home management:**

- a. Include the treatment team in the development and implementation of the Needs and Services Plans.**
- b. Maintain current Needs and Services Plans.**
- c. Develop comprehensive Needs and Services Plans that are specific, measurable, attainable, realistic, time limited and include short- and long- term goals.**

## **III. Educational and Emancipation Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

Children are attending school. Children are provided with educational support and resources to meet their educational needs and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

### **Recommendations**

There are no recommendations for this section.

## **IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

### **Comments:**

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

### **Recommendations**

There are no recommendations for this section.

## **V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

### **Comments:**

Documentation confirms that children are routinely seen by the prescribing psychiatrist. However, the Group Home does not maintain current court authorizations for psychotropic medication that children are taking.

Medication distribution logs do not consistently reflect dates medication is given to children and expiration dates of the psychotropic medication children are taking.

Children are informed about their psychotropic medication and are aware of their right to refuse medication.

**Recommendations****3. Zenith Youth Home management:**

- a. Maintain current court authorizations for children taking psychotropic medication.
- b. Properly maintain medication logs.

**VI. Personal Rights****Method of assessment – Interviews with children****Sample size: Two****Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

**Recommendations**

**There are no recommendations for this section.**

**VII. Clothing and Allowance****Method of assessment – Review of relevant documents and interviews****Sample size: Two**

**Comments:**

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

Children spend their allowances as they choose. However, the Group Home does not provide children with the required minimum weekly allowance.

The Group Home provides children with adequate personal care items. The children are also encouraged and assisted in creating and maintaining photo albums/life books.

**Recommendation**

- 4. Zenith Youth Home management provide children with the required minimum weekly allowance.**

**Zenith Youth Home  
Site III  
9100 Harvard Boulevard  
Los Angeles, California 90047  
Phone: (323) 754-1857  
License Number: 191821007  
Rate Classification Level: 11**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

Zenith Youth Home Site III is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The common quarters are neat. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the kitchen cabinets and curtains are dirty and the cookware is worn and dirty. The dining room carpet is worn and dirty.

Overall, children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The beds all have a full complement of linens; however, the mattresses and box springs are worn and torn. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. Zenith Youth Home management.**

- a. Clean the kitchen cabinets and curtains.**
- b. Replace the worn and dirty cookware.**
- c. Clean the carpet in the dining room.**
- d. Replace the worn and torn mattresses and box springs.**

## **II. Program Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

#### **Comments:**

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

Input from the child is included in the development and implementation of the Needs and Services Plans (NSPs). However, the treatment team is not included in the development and implementation of the NSPs. The NSPs are current; however, they are not comprehensive and do not include short- and long-term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

### **Recommendation**

#### **2. Zenith Youth Home management:**

- a. Include the treatment team in the development and implementation of the Needs and Services Plans.**
- b. Develop comprehensive Needs and Services Plans that are specific, measurable, attainable, realistic, time limited and include short- and long-term goals.**

## **III. Educational and Emancipation Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

#### **Comments:**

Children are attending school. Children are provided with educational support and resources to meet their educational needs and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

**Recommendations**

**There are no recommendations for this section.**

**IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

**Recommendations**

**There are no recommendations for this section.**

**V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

**Comments:**

Documentation confirms that children are routinely seen by the prescribing psychiatrist. However, the Group Home does not maintain a current court authorization for one child taking psychotropic medication.

Medication distribution logs do not consistently reflect dates medication is given to children and expiration dates of the psychotropic medication children are taking.

Children are informed about their psychotropic medication and are aware of their right to refuse medication.



### **Recommendations**

#### **3. Zenith Youth Home management:**

- a. Maintain current court authorizations for all children taking psychotropic medication.
- b. Properly maintain medication logs.

### **VI. Personal Rights**

#### **Method of assessment – Interviews with children**

**Sample size: Two**

#### **Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

### **Recommendations**

**There are no recommendations for this section.**

### **VII. Clothing and Allowance**

#### **Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

Children spend their allowances as they choose. However, the Group Home does not provide children with the required minimum weekly allowance.

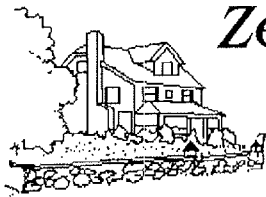
The Group Home provides children with adequate personal care items.

Children are not encouraged or assisted in creating and maintaining photo albums/life books.

**Recommendations**

**4. Zenith Youth Home management:**

- a. Provide children with the required minimum weekly allowance.**
- b. Encourage and assist children in creating and updating photo albums/life books.**



# Zenith Youth Homes

15424 Hawthorne Blvd., Suite 302

Lawndale, CA 90260

TEL: (310) 219-0466; FAX: (310) 219-0607

Ella Washington, Founder

*"We are making the difference!"*

Tuesday-October 24, 2006

## Administrative Staff

Ella Washington, Founder/CEO  
Marvelle Wagner, Co-Founder  
Walter Washington, III, Excc. Director  
Larry Williams, Asst. Director

## Board of Directors

Chet Bias  
Barbara Buena  
Bob Buena  
Rhea Gregory  
Willie Oliver  
Kathleen Pittman  
Harriet Whitmore  
Sheila Smith  
Marvelle Wagner  
Walter J. Washington  
Larry Williams

Ms. Candace Rhue, Group Home Audit Supervisor  
County of Los Angeles, Department of Auditor-Controller  
500 W. Temple St., Room 515-A  
Los Angeles, California 90012

Greetings Ms. Rhue:

The following is the revised **Corrective Action Plan (CAP)** for Zenith Youth Homes

I. Zenith Youth Homes I is located at 9231 5<sup>th</sup> ave., Inglewood Ca. 90503 and provides services for girls ages 12-17 who are wards of the court.

## I. FACILITY AND ENVIRONMENT

- 1a. Exterior window screens are not properly attached to windows.
- b. Stove and oven are dirty and the cookware is worn and dirty.

In an effort to prevent future deficiencies in this area (1a) exterior window screens have been replaced and/or repaired. Facility Manager will regularly check screens to ensure that window screens are properly fitted/maintained and communicate with Administration when necessary repairs are needed.

In an effort to prevent future deficiencies in this area (1b) stove and oven were cleaned, the worn cookware was replaced with new cookware and dirty cookware were cleaned appropriately. Facility Manager will check cookware monthly to ensure cookware remains useable.

## II. PROGRAM SERVICES

- 1a. Treatment team and input from the child are not included in the development and implementation of the Needs and Services Plan (NSP.)
- b. The NSPs are not current, comprehensive and do not include short and long term goals.

9231 Fifth Avenue • Inglewood, CA 90305 • (323) 779-9415  
9812 Tenth Avenue • Inglewood, CA 90305 • (310) 673-6383  
9100 S. Harvard Blvd. • Los Angeles, CA 90047 • (323) 754-1857

In an effort to prevent future deficiencies in this area, the Executive Director-Walter Washington met with Facility Managers and Licensed Clinical Social Workers contracted with Zenith Youth Homes to ensure their understanding of "Statement of Work" concerning NSPs. In a further effort Executive Director will meet Quarterly (case study) with Assistant Director, Facility Managers, LCSWs and Psychologist to ensure NSPs are current, comprehensive and also include long & short term goals. We will also ensure County Social Worker and Resident are fully involved in NSP.

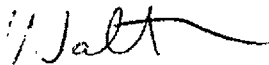
#### **VII. CLOTHING AND ALLOWANCES**

- 1a. Group Homes does not provide residents with the required minimum weekly allowance.
- b. Residents are not encouraged or assisted in creating and maintaining a photo album/life books.

In an effort to prevent future deficiencies in these areas, Zenith Youth Homes has revised its weekly allowance system as per "Statement of Work." Residents age 12 will receive \$5.00 and up weekly until the age of 13. Residents age 13 and up will receive \$7.00 and up weekly. In addition bonuses towards allowance will remain with revised system. As for photo albums/Life books, Administration has purchased photo albums for each resident in order to maintain constant photos of stay and activities while here at Zenith Youth Homes. Facility Managers and Staff will assist in the creation and maintenance of personalized photo albums and life books.

Ms. Rhue, if you may have any questions or concerns regarding this Corrective Action Plan, please feel free to phone me on 310.219.0466. Thank you in advance for your consideration.

Sincerely,



Walter J. Washington III  
Executive Director

CC: Ms. Belinda Gibson



# Zenith Youth Homes

15424 Hawthorne Blvd., Suite 302

Lawndale, CA 90260

TEL: (310) 219-0466; FAX: (310) 219-0607

Ella Washington, CEO/Founder

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## Administrative Staff

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Marvelle Wagner, Co-Founder  
Walter Washington, III, Exec. Director  
Larry Williams, Asst. Director

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Harriet Whitmore  
Sheila Smith  
Marvelle Wagner  
Walter J. Washington  
Larry Williams

Ms. Candace Rhue, Group Home Audit Supervisor  
County of Los Angeles, Department of Auditor-Controller  
500 W. Temple St., Room 515-A  
Los Angeles, California 90012

Greetings Ms. Rhue:

The following is the revised **Corrective Action Plan (CAP)** for Zenith Youth Homes II. Zenith Youth Homes II is located at 9812 10<sup>th</sup> ave, Inglewood Ca. 90503 and provides services for boys ages 12-17 who are wards of the court.

## I. FACILITY AND ENVIRONMENT

- 1a. Exterior window screens are broken and not properly attached.
- b. Sofas and chairs in living room and TV room are dirty and worn.
- c. Resident's restroom-the toilet is dirty around the basin and toilet seat broken.

In an effort to prevent future deficiencies in this area, exterior window screens were repaired and/or replaced. Facility Manager will regularly check screens to ensure screens remain properly fitted/maintained and communicate with Administration when necessary repairs are needed.

In an effort to prevent future deficiencies in this area, sofas and chairs for living room have been replaced. Zenith is currently awaiting for a response from Aaron's Furniture and Lease for possible donation of sofa and love seat. Once sofas and chairs have been replaced, each will be covered with covering in order to prevent future damage/wear and prolong life of sofa and chairs.

In an effort to prevent future deficiencies in this area, Facility Manager has replaced broken toilet seat and ensured proper cleaning of restroom took place. Facility Manager and Staff will ensure during clean-up that chores have been completed properly.

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9100 S. Harvard Blvd. • Los Angeles, CA 90047 • (323) 754-1857

## **II. PROGRAM SERVICES**

- 1a. Treatment team and input from the child are not included in the development and implementation of the Needs and Services Plans (NSPs.)
- b. The NSPs are not current, comprehensive and do not include short and long term goals.

In an effort to prevent future deficiencies in this area, the Executive Director-Walter Washington met with Facility Managers and Licensed Clinical Social Workers contracted with Zenith Youth Homes to ensure their understanding of "Statement of Work" concerning NSPs. In an further effort Executive Director will meet Quarterly (case study) with Assistant Director, Facility Manager, LCSWs and Psychologist to ensure NSPs are current, comprehensive and also include long & short term goals. We will also ensure County Social Workers and Resident are fully involved in NSP.

## **V. PSYCHOTROPIC MEDICATION**

- 1a. Residents on medication did not have current court authorization for psychotropic medication they were taking.
- b. Medication distribution logs were not properly maintained.

In an effort to prevent future deficiencies in this area, Executive Director and contracted Licensed Psychiatrist have created an information form that will be submitted to the Psychiatrist as soon as a resident requiring medication is placed in our care. In an further effort, each Quarterly meeting the Psychiatrist will be requested to attend and all court authorizations for medication will be reviewed to ensure authorizations are up to date. Also, copies of court authorization will be posted with medication log to ensure dates of expiration are noticed immediately.

## **VII. CLOTHING AND ALLOWANCES**

- 1a. Group Home does not provide residents with the required minimum weekly allowance.
- b. Residents are not encouraged or assisted in creating and maintaining a photo album/life books.

Page 3  
Zenith Youth Homes II  
**Corrective Action Plan (CAP)**  
Contd

In an effort to prevent future deficiencies in this area, Zenith Youth Homes has revised it's weekly allowance system as per "Statement of Work." Residents age 12 will receive \$5.00 and up weekly until age 13. Residents age 13 and up will receive \$7.00 and up weekly. In addition, bonuses towards allowances will remain with revised system. As for photo albums/life books, Administration has purchased photo albums for each resident in order to maintain constant photos of stay and activities while here at Zenith Youth Homes. Facility Manager and Staff will assist in the creation and maintenance of personalized photo albums and life books.

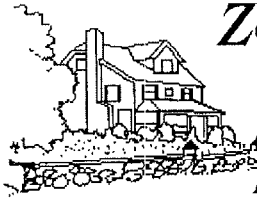
Ms. Rhue, if you may have any questions or concerns regarding this Corrective action Plan, please feel free to phone me on 310.219.0466. Thank you in advance for your consideration.

Sincerely,



Walter J. Washington III  
Executive Director

CC: Ms. Belinda Gibson



# Zenith Youth Homes

15424 Hawthorne Blvd., Suite 302  
Lawndale, CA 90260

TEL: (310) 219-0466; FAX: (310) 219-0607

Ella Washington, CEO/Founder

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## *Administrative Staff*

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Larry Williams, Asst. Director

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Walter J. Washington  
Larry Williams

Ms. Candace Rhue, Group Home Audit Supervisor  
County of Los Angeles, Department of Auditor-Controller  
500 W. Temple St., Room 515-A  
Los Angeles, California 90012

Greetings Ms. Rhue:

The following is the **Corrective Action Plan (CAP)** for Zenith Youth Homes III. Zenith Youth Homes III is located at 9100 S. Harvard Bl. L.A., Ca. 90047 and provides services for boys age 12-17 who are wards of the court.

## **I. FACILITY AND ENVIRONMENT**

- 1a. Kitchen cabinets and curtains are dirty
- b. Cookware is dirty and worn
- c. Dining room carpet is dirty
- d. Front bedroom, mattresses and box springs are worn and torn

In an effort to prevent future deficiencies in this area, Zenith had cabinets re-surfaced and finished, replacing all old knobs to cabinet. Kitchen curtains were replaced instead of cleaned. Dining room carpet was replaced also adding extra carpet to heavy walk space. As for the front bedroom, mattresses and box springs were replaced with a more sturdy box spring.

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## **II. PROGRAM SERVICES**

- 1a. Treatment team and input from the child are not included in the development and implementation of the Needs and Services Plans (NSPs.)
- b. The NSPs are not current, comprehensive and do not include short and long term goals.

In an effort to prevent future deficiencies in this area, the Executive Director-Walter Washington met with Facility Managers and Licensed Clinical Social Workers contracted with Zenith Youth Homes to ensure their understanding of "Statement of Work" concerning NSPs. In an further effort Executive Director will meet Quarterly (case study) with Assistant Director, Facility Manager, LCSWs and Psychologist to ensure NSPs are current, comprehensive and also include long & short term goals. We will also ensure County Social Workers and Resident are fully involved in NSP.

## **V. PSYCHOTROPIC MEDICATION**

- 1a. Residents on medication did not have current court authorization for psychotropic medication they were taking.
- b. Medication distribution logs were not properly maintained.

In an effort to prevent future deficiencies in this area, Executive Director and contracted Licensed Psychiatrist have created an information form that will be submitted to the Psychiatrist as soon as a resident requiring medication is placed in our care. In an further effort, each Quarterly meeting the Psychiatrist will be requested to attend and all court authorizations for medication will be reviewed to ensure authorizations are up to date. Also, copies of court authorization will be posted with medication log to ensure dates of expiration are noticed immediately.

## **VII. CLOTHING AND ALLOWANCES**

- 1a. Group Home does not provide residents with the required minimum weekly allowance.
- b. Residents are not encouraged or assisted in creating and maintaining a photo album/life books.

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In an effort to prevent future deficiencies in this area, Zenith Youth Homes has revised it's weekly allowance system as per "Statement of Work." Residents age 12 will receive \$5.00 and up weekly until age 13. Residents age 13 and up will receive \$7.00 and up weekly. In addition, bonuses towards allowances will remain with revised system. As for photo albums/life books, Administration has purchased photo albums for each resident in order to maintain constant photos of stay and activities while here at Zenith Youth Homes. Facility Manager and Staff will assist in the creation and maintenance of personalized photo albums and life books.

Ms. Rhue, if you may have any questions or concerns regarding this Corrective action Plan, please feel free to phone me on 310.219.0466. Thank you in advance for your consideration.

Sincerely,



Walter J. Washington III  
Executive Director

CC: Ms. Belinda Gibson